[INSERT COMPANY LETTERHEAD  
/LOGO]

INSERT DATE

Dear Sir/Madam

INSERT CUSTOMER ADDRESS

Regarding property xxxxxxxxxxxxxxxxxxxxxx

Anticipated number of weeks per year likely to be let: [INSERT NUMBER OF WEEKS]

Estimated rental income based on:

Low season - weekly yield (£)

Mid season - weekly yield (£)

High season - weekly yield (£)

Letting agent fee (%) -

The above is based on no single letting to exceed a 31 day period and maximum personal usage of 90 days per annum, this includes friends and family usage at reduced or no rent.

Yours faithfully,

xxxxxxxxxxxxxxx

[INSERT COMPANY NAME]